



# CENTRAL UTAH WATER CONSERVANCY DISTRICT

July 1, 2009

## CONTRACTOR PREQUALIFICATION REQUIREMENTS

### SPANISH FORK PROVO RESERVOIR CANAL - SPRINGVILLE REACH

1. SPANISH FORK PROVO RESERVOIR CANAL  
PIPELINE – SPRINGVILLE REACH  
4.9 Miles of 60” Welded Steel Pipe

## **CONTRACTOR PREQUALIFICATION REQUIREMENTS**

**for the**

### **SPANISH FORK PROVO RESERVOIR CANAL - SPRINGVILLE REACH**

#### **General**

The Central Utah Water Conservancy District (District) requests contractors prequalification statements for design and construction of the Spanish Fork Provo Reservoir Canal Pipeline Springville Reach (Project). This document describes the requirements for prequalification of contractors. The submittal requirements for prequalification statements and the evaluation criteria are included.

#### **Purpose**

The purpose of the prequalification process is to select those contractors the District deems to be qualified and capable of completing the Project in conformance with the Contract Documents. Only those firms that are prequalified by the District will be allowed to submit a bid.

Subcontractors, trades, suppliers, and manufacturers will not require formal prequalification. However, the general contractors shall not accept quotes, proposals, or subbids from any subcontractors, suppliers, or manufacturers that are not qualified to provide the service or supplies proposed. General Contractors are encouraged to inform any prospective subcontractors, suppliers, or manufacturers about proper qualification procedures.

Selection as a prequalified contractor does not imply District's acceptance or approval of the contractor's specific personnel, suppliers, manufacturers, equipment or methods, whether or not these items are described in the contractor's prequalification statement.

#### **Project Description**

The SPANISH FORK PROVO RESERVOIR CANAL - SPRINGVILLE REACH will be constructed for the Central Utah Water Conservancy District as part of the Utah Lake Drainage Basin Water Delivery System (ULS) of the Central Utah Project Completion Act (CUPCA).

**AMERICA RECOVERY AND REINVESTMENT ACT OF 2009:** A portion of the funding for this project is provided by the America Recovery and Reinvestment Act of 2009. The selected Contractor must comply with the provisions of said act as specified in the act and in the contract documents including section 1605 of said act which requires that "...all of the iron, steel, and manufactured goods used in the project are produced in the United States."

#### **Spanish Fork Provo Reservoir Canal Pipeline – Springville Reach**

This pipeline is located in Springville City along 400 East and along US-89 between Springville and Provo. The Springville Reach will convey water 4.9 miles from the Mapleton Reach to the Provo Reach.

The main elements of this reach include: 4.9 miles of buried 60-inch welded steel pipeline with appropriate blowoffs, drains, air vacs, manways, and traffic control. This pipeline located in a residential street. The contract requires a Public Relations Program to notify adjacent homes

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and businesses and maintain access. The field construction work is expected to begin in 2009 and is to be completed by November 30, 2010.

### **Familiarity with Project**

Concept drawings for the Project are available for review by interested contractors at the office of the Construction Manager:

H. Lee Wimmer, P.E.  
Construction Manager  
Central Utah Water Conservancy District  
355 West University Parkway  
Orem, Utah 84058-7303  
Phone: (801) 226-7139  
FAX: (801) 226-7150  
e-mail: lee@cuwcd.com

Contractors are advised that technical and contractual changes to the preliminary concepts are anticipated prior to bidding. Prequalification will not exempt a contractor from meeting any of the requirements of the Contract Documents. The contractor's prequalification statement is not part of the Contract Documents.

A mandatory pre-bid conference and site visit for interested contractors, subcontractors, and suppliers will be held starting at **10:00 am on Wednesday, August 5, 2009**, in the Board Room, Central Utah Water Conservancy District, Orem, Utah. Following the pre-bid conference, a mandatory site visit will be held at the project site.

### **Submittal Procedure**

Prequalification statements (or letters of interest) will be received at the following address, until 12:00 Noon, Thursday July 23, 2009.

Office of the Construction Manager  
SPANISH FORK PROVO RESERVOIR CANAL - SPRINGVILLE REACH  
Central Utah Water Conservancy District  
355 West University Parkway  
Orem, Utah 84058-7303

Two (2) copies of the contractor's prequalification statement shall be submitted. Any prequalification statement failing to clearly present all the requested information or failing to be in the requested format, may be considered nonresponsive and rejected.

Information contained in the prequalification statements will be considered confidential and reasonable precautions will be taken to protect the security of the documents. All prequalification statements will become and remain the property of the District.

The District reserves the right to request a contractor to clarify any part of his prequalification statement. Response to such requests must be made in writing and will become part of the

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prequalification statement. Unsolicited supplementary information and materials received after the deadline will not be considered in the evaluation.

### **Tentative Project Schedule**

The following is a preliminary schedule and is subject to change:

Prequalification packets available for pickup:.....	Wednesday , July 1, 2009
Prequalification Packets Due to the District: .....	12:00 Noon, Thursday, July, 23, 2009
Prequalified Contractors Notified:.....	Monday, July 27, 2009
Bid Documents Available:.....	Tuesday, August 4, 2009
Pre-bid Conference and Site Visit: .....	10:00 am, Wednesday, August 5, 2009
<b>Bid Opening: .....</b>	<b>2:00 PM, Tuesday, August 25, 2009</b>
Board of Trustees Approve Award: .....	Wednesday, August 26, 2009
DOI Concurrence to Award: .....	Thursday, August 27, 2009
Preconstruction Meeting:.....	Tuesday, September 8, 2009
Notice to Proceed – Materials: .....	Wednesday, September 9, 2009
Notice to Proceed – Field Construction:.....	Monday, November 30, 2009
Start Field Construction: .....	Monday, November 30, 2009
Construction Complete: .....	Tuesday, November 30, 2010

### **Content of Prequalification Statement**

The prequalification statement shall include the information requested below. The organization of the prequalification statement shall generally follow the outline below:

1. Title page
2. Contractor Prequalification Statement
3. Personnel and Qualifications
4. Previous Project Experience
5. Financial Information

#### **Title Page**

The title page shall identify the document as a prequalification statement and shall include the name of the Owner, the name of the Project and the name of the contractor.

#### **Contractor Questionnaire**

The contractor shall complete and sign the attached Contractor Questionnaire and include it with the prequalification statement.

#### **Personnel and Qualifications**

Present information which will identify key personnel who will be assigned to the project, such as project manager, project engineer, and project superintendents.

Describe the background and experience of each of these individuals. Provide detailed resumes for the project manager, project engineer, and project superintendent(s).

Describe the approach to scheduling and accomplishing the work. Identify which major trade work (i.e. structural, mechanical, electrical, earthwork) will be completed by the contractor's forces and which will be performed by subcontractors.

### **Previous Project Experience**

1. Describe past experience showing satisfactory completion or progress on work of similar complexity and comparable in scope to that described with regard to both pipeline and valve vault construction. Demonstrate ten years recent experience in pipeline construction projects. Demonstrate ten years of recent experience and the completion of three similar construction projects using welded steel pipe with cement mortar linings. Provide the following information: Project name, contract award date and completion date, Owner's name with contact and phone number, bid amount, final amount, number or change orders, prime contractor/subcontractor status and approximate amount of involvement, geologic conditions, pipeline type, length, diameter, and method of excavation and equipment used. (see Attachment A for suggested format).
2. The proposed project manager assigned to the project should demonstrate at least five (5) years of experience in the construction of steel pipelines. Submit the name and resume of the project manager who will be assigned to the project. The resume should provide a detailed experience summary including the following: the name of each project; description of project; position held; employer; responsibilities; and a reference and phone number of all pipeline construction assignments in the last five years. Submit the name, resume, and experience summary of an alternate project manager who will be assigned to the project in the event the proposed project manager becomes unavailable for this assignment. The alternate project manager must satisfy the above experience requirements. Submit similar information on the following individuals: Project Engineer (min. five years), and Pipeline Superintendent (min. five years). These individuals will be evaluated on the basis of technical experience, managerial experience, and education.
3. Submit a detailed and thorough discussion of proposed method(s) for supporting the pipeline excavation during construction for the pipeline.
4. Present a detailed and thorough discussion of methods previously used for handling water infiltration during excavation, prior to and during installation of pipelines addressing (1) Water control during excavation; (2) Water control during pipe laying operations; and (3) Water control given a sudden increase in flow. Provide details on methods used on other projects for treating effluent from pipeline trench excavations to meet state water quality standards.
5. List any work awarded within the past ten years but not completed and the reasons for not completing the work.
6. Submit a bonding record or show proof of adequate bonding ability. Prospective bidders should demonstrate bonding ability for five consecutive years prior to submission of this prequalification statement. Indicate whether the contractor has been refused surety, bond, or liability insurance within the past ten (10) years and explain.

### **Financial Information**

Submit a certified financial statement for the contractor's most recent accounting period. Submit a letter from contractor's surety company specifying contractor's total bonding capacity and current unused bonding capacity. Submit additional references and information sufficiently comprehensive to permit an appraisal of contractor's current financial condition.

Contractor Prequalification Requirements for  
UTAH LAKE SYSTEM PIPELINES, continued

### **Evaluation of Prequalification statements**

Prequalification statements will be evaluated based on the following criteria:

- Personnel and qualifications
- Previous project experience
- Financial condition

Qualified contractors must meet the following minimum criteria:

- Contractor shall hold a current contractor's license in the State of Utah in a classification appropriate to this Project.
- Contractor shall have \$30 million available bonding capacity.
- Contractor shall have significant experience in the construction of welded steel pipelines up to 60" diameter.
- Contractor's pipeline superintendent(s) shall have at least 5 years experience and shall have been superintendent on the construction of at least one large welded steel pipeline project.

The District shall be entitled to contact each and every reference listed by the contractor. The contractor, by submitting a prequalification statement, expressly agrees that any information concerning the contractor in possession of said entities and references may be made available to the District.

### **Notification of Prequalified Contractors**

All contractors submitting prequalification statements will be notified in writing if they did or did not prequalify. A brief explanation of reasons for not prequalifying will be provided to the unsuccessful contractors. Only contractors who are prequalified will be allowed to bid. **The District's decision will be final.**

## CONTRACTOR QUESTIONNAIRE

### SPANISH FORK PROVO RESERVOIR CANAL - SPRINGVILLE REACH

Complete the following information and submit this form with the prequalification statement.

1. Contractor's name: \_\_\_\_\_
2. Business address: \_\_\_\_\_
3. Phone number: \_\_\_\_\_ 4. Fax number: \_\_\_\_\_
4. Firm type:     Corporation     Partnership     Individual     Joint Venture
5. Number of years the organization has been in business as a contractor under present business name (5 year minimum required):
6. List the full names and titles of key individuals and/or officers of the firm:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Number of permanent office and support employees \_\_\_\_\_  
Number of permanent field employees \_\_\_\_\_
8. How long has company been doing work similar to proposed project? \_\_\_\_\_
9. Contractor License(s).  
List on a separate page: the status or trade categories in which your organization is legally qualified to do business, including applicable contractor license number, expiration date, state(s) in which licensed, name on license.
10. Contractor's Bonding Company (agent's name, address, telephone number):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Contractor's Bank or Financial Institution (name, address, telephone number and contact-person):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor Prequalification Requirements for  
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12. Contractor's Insurance Company (agent's name, address, telephone number):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Has the contractor, or any of its parents or subsidiaries, ever had a bankruptcy petition filed in its name, voluntarily or involuntarily? \_\_\_\_\_  
If yes, specify date, circumstances, resolution and other details on a separate page.

14. Are there any unresolved claims or disputes on any work awarded to the contractor during the past five years? \_\_\_\_\_  
If yes, give owner's name and details on a separate page.

15. Has any officer or partner in the contractor's organization ever been an officer or partner of some other organization, or in any way undertaken a construction contract that was not completed? \_\_\_\_\_ If yes, state the name of the individual, the project, the owner's name and reasons it was not completed, on a separate page.

16. Does the contractor maintain a permanent safety program? \_\_\_\_\_  
If yes, attach a copy of the program.

17. Does the contractor have a formal quality assurance program? \_\_\_\_\_  
If yes, attach a copy of the program.

18. Is the contractor familiar with the National Environmental Policy Act? \_\_\_\_\_

I hereby warrant that the information presented in this prequalification statement is true; accurate and complete.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Attachment A

### Project Experience summary

Project name, location, and description:

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Pipeline length and finished diameter:

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Pipeline excavation methods and equipment utilized:

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Geologic conditions:

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Pipeline trench support methods:

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Type of pipeline lining:

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Date bid: \_\_\_\_\_ Date completed: \_\_\_\_\_

Contract bid price: \_\_\_\_\_ Contract final price: \_\_\_\_\_

Contract duration at bid: \_\_\_\_\_ Contract duration at acceptance: \_\_\_\_\_

Name and telephone number of the Owner's Contact Person:

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## Attachment B

### Contractor References

Project Name	Owner/Agency	Contact Person and Telephone No.	Pipeline Diameter and Length	Pipeline Excavation Method	Contractor's Project Manager	Date Completed	Litigation or Unresolved Claims* (Yes or No)
1.							
2.							
3.							
4.							
5.							

\* If yes, provide explanation on separate page.